



Emergency Evacuation Assistance Program Help with Completing Applications

1. Avoid registering all of your clients for the program. ASK your client what they plan to do if they are asked to evacuate. DON'T MAKE ASSUMPTIONS. If they plan to go to a friend or relative's home and don't need assistance, DON'T register them. Let them know that this program is not a safety net.
2. Assisted Living Facility & nursing home patients are NOT ELIGIBLE. These facilities are required to have an evacuation plan for their residents and are responsible for taking their clients to an appropriate facility.
3. Indicate on the application what type of assistance they need.
 - If they use a walker or cane to move around or walk slowly with some difficulty, check off that they need assistance with mobility. If they need assistance bathing or changing clothes, check off personal care.
 - If they use medical equipment that requires electricity, indicate what type of medical equipment it is and if they use it continuously or intermittently.
 - **If nothing is checked off, we have to conclude that person doesn't need assistance with anything. This greatly affects their eligibility for the program.**
4. Please indicate their medical conditions. If you are not sure ask the client, their spouse or their physician. Again, this is very important in evaluating their eligibility.
5. We must know if they have transportation (their own or someone can drive them) or if need us to provide transportation.
 - If they use Miami-Dade Transit's Special Transportation Services (STS), check the appropriate box. STS will provide one trip to each client to the evacuation place of their choice.
 - If they utilize a wheelchair, we have special buses with lift gates that can transport them. Clients MUST bring their wheelchair to the evacuation center.
 - If they can not use public transportation because they are too frail to walk to a bus stop, experience shortness of breath etc. and need to be picked up at their home, indicate on the last choice that they can not use any of the above mentioned transportation and why.
 - Ambulance transportation is reserved for clients that utilize life-sustaining medical equipment, such as a ventilator, or cannot be transported by any other means. Bedbound clients that cannot sit up for any length of time may be eligible for non-emergency stretcher transport. Bedbound clients that can sit up for at least 2-3 hours will be transported by standard bus or lift gate vehicle. Check off ambulance transportation ONLY if the client meets the above criteria. Clients requiring ambulance transportation will be responsible for all costs associated with this type of transportation.
6. The applicant must sign the application and be fully aware of the request for services that they are making.
7. Applicants must obtain a signature and diagnosis from their physician in order to be accepted into the program. The physician's name and office number must be clearly legible. This is used to confirm the client's need for the program.

If you have any questions regarding the application and how to complete it, please call the Office of Emergency Management at (305) 513-7700.